

REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY

HEADQUARTERS, U.S. ARMY ALASKA
600 RICHARDSON DRIVE # 5000
FORT RICHARDSON, ALASKA 99505-5000MEMORANDUM OF AGREEMENT
BETWEEN
COMMANDER, UNITED STATES ARMY ALASKA
AND
COMMANDER, 813TH ENGINEER BATTALION

SUBJECT: Memorandum of Agreement (MOA) for Equal Opportunity Program Support

1. PURPOSE.

a. This MOA establishes responsibilities for the conduct of the Equal Opportunity Program between Headquarters, United States Army Alaska (HQ, USARAK) and tenant units within USARAK.

b. To delegate Equal Opportunity Advisor (EOA) support and responsibility for tenant units Equal Opportunity Representatives (EORs) by HQ, USARAK Equal Opportunity Office.

2. REFERENCES.

a. AR 600-20, dated 30 March 1988

b. Interim Change 4, Army Command Policy, dated 17 September 1993

c. HQ, USARAK Affirmative Action Plan, dated 12 July 1994

3. APPLICABILITY.

a. To provide EOA support that will assist unit commanders in establishing policies and procedures to formulate, direct, and sustain a comprehensive effort to maximize human potential and ensure fair treatment of all soldiers, civilians, and their family members within USARAK.

b. To define responsibilities of HQ, USARAK Equal Opportunity Office.

c. To establish unit commander and EOR responsibilities and accountability for ensuring timely submission of all reporting requirements IAW Interim Change 4 to AR 600-20, para 6-16b.

APVR-RPA-EO

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4. MISSION.

a. To provide HQ, USARAK EOA support for military personnel and family members located on various installations within USARAK.

b. Contribute to mission accomplishment, cohesion, and readiness.

c. Ensure all soldiers are being provided a formal complaint system through HQ, USARAK EO Office.

d. To advise commanders concerning EO issues.

5. RESPONSIBILITIES.


a. Commanders will comply with all policies and procedures IAW Interim Change 4 to AR 600-20 and HQ, USARAK Affirmative Action Plan.

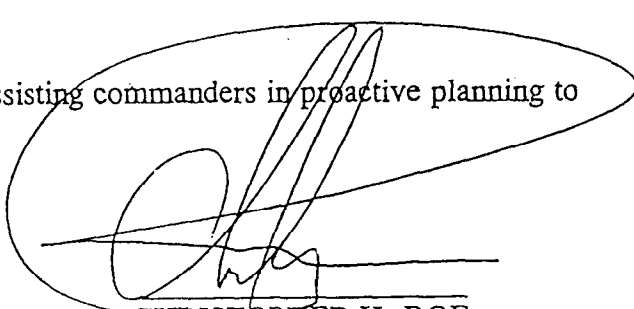
b. Commanders will ensure appropriate USARAK EOAs get a copy of all formal complaints filed. (Unit commanders are responsible for ensuring EORs forward original to MACOM).

c. Commanders will ensure mandatory EO/POSH training is conducted semi-annually by EORs.

d. Ensure EORs complete the two week mandatory training conducted quarterly by HQ, USARAK EO Office.

e. USARAK EOAs will be responsible for assisting commanders in proactive planning to conduct ethnic observances.


WALLACE E. MATTESON
COL, IN
Garrison Commander


CHRISTOPHER H. ROE
LTC, EN, USAR
Commanding

26 April 96
(DATE)

21 Nov 95
(DATE)